

## ACCOUNTING I

The accurate keeping of financial records is an ongoing activity in all types of businesses. This event is designed to provide recognition for FBLA members who have an understanding of and skill in basic accounting principles and procedures.

### ELIGIBILITY

Each district is represented by two participants. The participants must not have completed more than two (2) semesters (or one [1] semester in a block scheduling program) of high school accounting instruction, nor be enrolled in or have completed any additional accounting courses.

### REGULATIONS

1. An on line entry must be submitted no later than March 17.
2. Participants may not have entered this event at a previous leadership conference.
3. A participant who fails to report on time for the event may be DISQUALIFIED.
4. Participants must adhere to the dress code approved by the executive council.

### PROCEDURES

1. Participants report to the supervisor of the event at the location designated in the program five minutes prior to starting time.
2. One hour is allowed for the entire event including the giving of instructions and the distribution and pickup of tests.
3. The test will focus on basic practices of accounting for the sole proprietorship, the partnership, and the corporation and may include questions on terminology, the worksheet with adjustments, income statement, balance sheet, trial balance, account classification, journalizing, posting, bank reconciliation, payroll, and other items related to the basic accounting cycle. Because accounting terminology varies with textbook publishers, a list of cross-referenced terms will be given to each participant at the time of the test.
4. Participants are identified by the districts they represent.
5. Tests will be administered by authorized individuals as indicated on the State Leadership Conference registration form.

### JUDGING

Results are based on the number of correct items.

The participant with the greatest number of correct answers is the winner.

## Accounting I Judging Continued

Ties will be broken based on the order in which the tests were turned in. The test turned in the earliest will be the winner.

Judges identify the ranks of the participants on a winners' report sheet.

Graded papers are NOT returned to participants or advisers.

## AWARDS

Plaques are presented to the winners of first through fifth places as long as finances are available. Certificates are presented to sixth through tenth places.

## REPRESENTATION AT NATIONAL

The first, second, and third place winners in the Accounting I event are entitled to represent the state chapter at the National Leadership Conference.